

MINUTES OF MEETING May 25, 2017

The regular monthly meeting of the Northampton Retirement Board was called to order by Chairperson Karpinski at 1:32 p.m. in City Council Chambers, Municipal Hall, 212 Main Street, Northampton, MA.

Members present were Joyce Karpinski, Shirley LaRose, Michael Lyons and Susan Wright. Thomas Sullivan was present via remote participation. Also present was Retirement Administrator David Shipka and Administrative Assistant Elsie Vazquez.

At the start of the meeting Ms. Karpinski noted that Mr. Sullivan would be participating remotely due to geographic distance.

Visitors

None

New Business

Mr. Sullivan and Mr. Lyons volunteered to be on the annual committee to review the staff. A report is planned for the June meeting.

Regular Business

The Board accepted the following new members:

Annie Lesko (Mayor)
 Jennifer Auger (School)
 Sandeep Singh (DPW)
 Brenda Lopez (DPW)
 Tonya Santaniello (Dispatch)
 Katelyn Vieu (Collector/Parking)
 Christopher Boyer (Housing)
 Catherine Snyder (Collector/Parking)
 Stacey Martinez (Dispatch)

The Board accepted the retirement applications for the following members:

Beverly Shaw (School)
 Patricia Tosswill (School)
 Sharon Whittemore (Housing)
 Eileen Wright (Parks and Recreation)
 Maryellen Scott (Registrar of Voters)

On a motion made by Ms. Wright and seconded by Mr. Lyons, the Board voted unanimously by roll-call vote (Karpinski:Yes, LaRose: Yes, Lyons: Yes, Sullivan: Yes, Wright: Yes) to accept the aforementioned retirement applications.

The Board approved retirement calculations for the following retirees:

Roberto Rodriguez (DPW)
 John Andrew Kuether (DPW)
 Douglas Ducharme (DPW)

On a motion made by Mr. Lyons and seconded by Mr. Sullivan, the Board voted unanimously by roll-call vote (Karpinski:Yes, LaRose: Yes, Lyons: Yes, Sullivan: Yes, Wright: Yes) to approve the aforementioned retirement allowances.

The Board reviewed the following deceased members/retirees/survivors:

Phyllis Ryan (School- Active Member)
 James Lamb (Custodian)

On a motion made by Mr. Wright and seconded by Ms. LaRose , the Board voted unanimously by roll-call vote (Karpinski:Yes, LaRose: Yes, Lyons: Yes, Sullivan: Yes, Wright: Yes) to approve the minutes of the regular open session meeting held on April 27, 2017.

On a motion made by Mr. Lyons and seconded by Mr. Sullivan , the Board voted unanimously by roll-call vote (Karpinski:Yes, LaRose: Yes, Lyons: Yes, Sullivan: Yes, Wright: Yes) to approve the minutes of the executive session meeting held on April 27, 2017.

The Board reviewed and approved the following warrants:

Board and staff payroll warrant totaling \$10,237.72

Pension payroll warrant totaling \$824,323.02

Accounts payable warrant totaling \$51,564.21

The Board reviewed the following reports:

March Trial Balance

Transaction journal from the de Burlo Group, Inc for April 2017

PRIT Statement for April 2017

The Board reviewed the following wire transfers for the current month:

\$670,000 from Peoples' United Bank To Florence Savings Bank

\$10,208.54 from PRIM to Peoples' United (distribution)

The Board reviewed the treasurer's report on the Florence Bank account for April:

Bank statement: \$267,186.72

Outstanding disbursements: \$263,310.69

Adjusted bank balance: \$3,876.03

Outstanding receipts: \$20,362.65

Trial Balance end of month balance: \$24,238.68

The Board reviewed the following makeup/buyback requests:

None

The Board reviewed the following correspondence:

PRIM 1st Quarter update

PERAC Approval granted for supplemental election regulation

Old Business

None

Other Business

The Board reviewed the estimated travel expense for the June MACRS Conference prepared by the administrator.

On a motion made by Ms. Wright and seconded by Ms. LaRose, the Board voted unanimously by roll-call vote (Karpinski:Yes, LaRose: Yes, Lyons: Yes, Sullivan: Yes, Wright: Yes) to approve the travel expense.

Mr. Lyons and Ms. LaRose reported on the PERAC training on recent legal cases held in Springfield.

Ms. Vazquez reported on the PERAC PROSPER disability training held in Springfield.

The Board briefly discussed PERAC's PROSPER system and how it would be advantageous to purchase a tablet such as an iPad to help facilitate access to the system during Board meetings when needed. The administrator will research and make such a purchase within a price range of approximately \$300-\$350.

Adjournment

On a motion made by Mr. Lyons and seconded by Ms. Wright, the Board voted unanimously by roll-call vote (Karpinski:Yes, LaRose: Yes, Lyons: Yes, Sullivan: Yes, Wright: Yes) to adjourn the meeting at 2:20.

The next regular meeting is scheduled for Thursday, June 29, 2017 at 1:30 p.m. in Council Chambers.

Respectfully Submitted,

Retirement Administrator

THESE MINUTES WERE APPROVED BY THE RETIREMENT BOARD ON 6/29/2017

APPROVED:

_____ **Joyce Karpinski, Chairperson**

_____ **Shirley LaRose**

_____ **Michael J Lyons**

_____ **Thomas Sullivan**

_____ **Susan Wright**